



## Checklist for McAllister Fund Application 2006

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|--------------------------|---|
| <input type="checkbox"/> | <b>1. Read and Understand the McAllister Fund Defining Principles and Eligible Costs Policy</b>   |
| <input type="checkbox"/> | <b>2. Complete application cover sheet</b>  |
| <input type="checkbox"/> | <b>3. Updated pre-application form</b> (Review the original pre-application to see if any information has changed or new information needs to be added.)  |
| <input type="checkbox"/> | <b>4. Project site map</b> (If possible attach a legal description of the parcel)   |
| <input type="checkbox"/> | <b>5. Project budget</b> (Show all sources of funds, amounts and all expenditures)  |
| <input type="checkbox"/> | <b>6. Appraisal of the Conservation Easement value or full value, if this is fee title acquisition</b>  |
| <input type="checkbox"/> | <b>7. Current Survey or Parcel description</b> (this will be entered into a GIS program and map as part of the application process)   |
| <input type="checkbox"/> | <b>8. Conservation Easement</b> (If available - required before funds can be issued)  |
| <input type="checkbox"/> | <b>9. Letters and resolutions of support from local governments</b> (Include city, town, county, special service districts, local legislators, others. Refer to <i>McAllister Fund Defining Principles</i> for further guidance.) |
| <input type="checkbox"/> | <b>10. Project Narrative</b> (10 pages or less. Refer to <i>Application form and Eligibility Requirements for Grants and Loans and Evaluation Criteria</i> , Part VII.)   |
| <input type="checkbox"/> | <b>11. Project Time Line</b>  |
| <input type="checkbox"/> | <b>12. Phase I Environmental Assessment</b> (If one has not been done, it will be required before funding)  |
| <input type="checkbox"/> | <b>13. IRS letter</b> (If applicant is a 501(c)(3) organization)  |

You may apply online using our online application form, or you may download a copy of the form in Microsoft Word format, fill it out and return it by e-mail. Please send an electronic copy of the completed application if possible. If you cannot send an electronic copy of the application, then send a printed copy. Also, send one copy of the application coversheet, *with an original signature*, by US Mail whether you submit an electronic copy or printed copies.

The Application deadline is August 14, 2006

Applications should be sent to:

Governor's Office of Planning and Budget  
Attn: John Bennett  
[jbennett@utah.gov](mailto:jbennett@utah.gov)  
Utah State Capitol Complex  
East Office Building, Suite E210  
Salt Lake City, Utah 84114

If you have questions or would like further information, contact us at (801) 538-1027, email [jbennett@utah.gov](mailto:jbennett@utah.gov) or fax (801) 538-1547.

Our web site is: [www.qualitygrowth.utah.gov](http://www.qualitygrowth.utah.gov) or, [www.planning.utah.gov](http://www.planning.utah.gov)